



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200

26 August 2021

To: Councillors Miss L Bambridge, C Bower, A Bubb, S Collop, C Morley and
J Rust

Dear Member

Homelessness & Housing Delivery Task Group

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 6th September, 2021 at 1.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. **Appointment of Chair**
To appoint a Chair for the remainder of the Municipal Year.
2. **Appointment of Vice-Chair**
To appoint a Vice-Chair for the remainder of the Municipal Year.
3. **Apologies for absence**
To receive any apologies for absence.
4. **Notes from previous meeting** (Pages 3 - 4)
To confirm as a correct record the notes from the previous meeting.
5. **Matters arising**

6. Declarations of interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member of an item or simply observing the meeting.

7. Urgent Business

To consider any business which, by reason of special circumstances, the Chair proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

8. Members attending under Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

9. Chair's correspondence (if any)

10. Terms of reference for the Task Group (Pages 5 - 6)

The Task Group is asked to consider whether any amendments / additions are required. Any changes will need to be endorsed by the Environment & Community Panel,

11. Exclusion of Press and Public

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 2 of Part 1 of Schedule 12A to the Act”.

12. Everyone In initiative and response to Rough Sleeping during Covid-19 (Pages 7 - 17)

13. Date of next meeting

To agree a date for the next meeting.

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

HOMELESSNESS & HOUSING DELIVERY TASK GROUP

Minutes from the Meeting of the Homelessness & Housing Delivery Task Group held on Tuesday, 24th November, 2020 at 3.30 pm in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube

PRESENT: Councillor Bower (Chair)
Councillors Miss L Bambridge, C Bower, S Collop, C Morley and J Rust

Duncan Hall - Assistant Director
Nikki Patton - Housing Strategy Officer

1 APPOINTMENT OF VICE-CHAIR

RESOLVED: That Councillor J Rust be appointed as Vice-Chair for the meeting.

2 APOLOGIES FOR ABSENCE

There were no apologies for absence.

3 NOTES FROM PREVIOUS MEETING

The notes of the previous meeting were agreed.

4 MATTERS ARISING

Councillor Morley stated that the Action Plan was not on the agenda and should be included.

It was agreed to raise this later in the meeting.

5 DECLARATIONS OF INTEREST

There were no declarations of interest.

6 URGENT BUSINESS

There was no urgent business to consider.

7 MEMBERS ATTENDING UNDER STANDING ORDER 34

There were no Members present pursuant to Standing Order 34.

8 **CHAIR'S CORRESPONDENCE (IF ANY)**

There was no Chair's correspondence to report.

9 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

10 **EXEMPT - VERBAL UPDATE FROM OFFICERS**

The Task Group received an update from officers on the following:

- Crisis House – mental health
- Night Shelter
- Welfare Cabins
- Move on Fund and Next Steps accommodation programme initiatives
- Housing First
- No homeless in Norfolk Strategy

It was agreed that a paper be presented to the E&C Panel on how to take this Group forward, to secure permanent funding arrangements via appropriate lobbying.

11 **ANY OTHER BUSINESS**

There was none.

12 **DATE OF THE NEXT MEETING**

To be arranged.

The meeting closed at 5.00 pm

Name of the group: Homelessness & Housing Delivery Task Group

Officer contact:

Duncan Hall: 01553 616445

duncan.hall@west-norfolk.gov.uk

Timescale and delivery expectations

The expectation is that the group will meet (initially) monthly until the Homelessness and Rough Sleeper Strategy has been agreed and the Local Plan Review is finalised. The Group will examine proposals that seek to respond to homelessness and rough sleeping locally and give feedback/ make recommendations to the Environment & Community Panel. There will be a particular focus on the Council's role in supporting the delivery of affordable housing and other housing supply matters. It is expected that this work will feed into the Local Panel Review, and therefore this matter should be considered before the end of the year.

The group will also monitor the council's performance in relation to homelessness and the action plan of the Homelessness and Rough Sleeper Strategy on an ongoing basis.

Task Group Status

It was proposed by the Environment and Community Panel that the group would be established on a formal basis. In this regard the group members will undertake (with the support of officers including Democratic services) to:

- Appoint a chair person
- Participate in meetings
- Prepare / agree meeting agenda items
- Agree and publish agenda
- Meet in public – with the exception press and public for reasons including commercial sensitivity or details appertaining to another organization
- Complete and publish minutes of meetings held

Membership

The task group will be made up of 5 members, which is representative/ proportional to the Councils political composition. Group Leaders will nominate members to the group.

Purpose / role of the group

The purpose of the group is to examine and determine appropriate policy and practice proposals to the Council's Environment & Community Panel.

The task group will look at the following key areas:-

- The requirements of the National Rough Sleeper Strategy August 2018

And the suitability of Councils emerging Homelessness & Rough Sleeper Strategy.

- The effectiveness of the Councils newly commissioned services in relation to preventing homelessness (The Rough Sleeper Outreach Service & Community Support Service).
- The Councils policy on the use of Discretionary Housing approach in relation to homelessness prevention (in conjunction with relevant Portfolio and Directorate) and make recommendations for new approaches taking into account Government Guidance and recent advice from Ministry of Housing Communities and Local Government specialist.
- Consider and review the impacts of Universal credit on the Councils existing housing and benefit policies and make recommendations for new approaches where necessary.
- Scrutinise and review the Councils existing approaches to the delivery of affordable housing and wider housing delivery. Make recommendations for new approaches to address identified housing delivery issues.

Meeting arrangements

Initial scoping meeting - with the purpose of agreeing a work plan. Further meetings will be arranged to discuss options, and review progress of work plan.

It is envisaged that the first meeting will be held before the **end of September 2018**.

Working methods

- Involvement / contributions from other officers and specialists who might be invited to present material at a meeting. Important source of pre-meeting material is to be found at:
- **Rough Sleeper Strategy August 2018**
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/733421/Rough-Sleeping-Strategy_WEB.pdf
- **National Planning Policy Framework July**
<https://www.gov.uk/government/publications/national-planning-policy-framework—2>
- **Discretionary Housing Payments guidance manual March 2018**
<https://www.gov.uk/government/publications/discretionary-housing-payments-guidance-manual>
- **The homelessness monitor: England 2018(Crisis)**
https://www.crisis.org.uk/media/238700/homelessness_monitor_england_2018.pdf

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 12

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